

PALM BEACH COUNTY

BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

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Meeting Date: July 7, 2020

Department: Planning, Zoning & Building Department

Submitted By: Building Division

Advisory Board Name: Construction Board of Adjustments and Appeals

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Reappointment of two members to the Construction Board of Adjustments and Appeals (CBAA).

| <u>Reappoint</u> | <u>Seat</u> | <u>Requirement</u> | <u>Term</u> | <u>Nominated by</u> |
|------------------|-------------|--------------------|-----------------------|-----------------------------|
| Ronnie Dixie | 5 | Engineer | 07/07/2020-07/06/2023 | Florida Engineering Society |
| Steven Markel | 6 | HVAC | 07/07/2020-07/06/2023 | N/A |

Summary: Ronnie Dixon has been nominated by the Florida Engineering Society to serve a second three-year term as an engineer on the Board. Steven Markel is seeking reappointment to serve a second three-year term as a HVAC contractor on the Board. The term of office for Board members is three years, with a limit of three consecutive three-year terms. The Board has 9 seats with 8 currently filled and a diversity count of Caucasian: 7 (84%) and Hispanic: 1 (16%). The gender ratio (female: male) is 2:6. The nominees are 2 Caucasian males. Staff will continue to address the need to increase diversity on our boards. Countywide (CK)

Background and Justification: Palm Beach County Ordinance 89-31, as amended in 2002, established the Construction Board of Adjustment and Appeals. Per Palm Beach County Ordinance 2017-044, Palm Beach County Amendments to the Florida Building Code, 6th Edition (2017), the Board is comprised of nine regular members: one architect; one engineer; two Division 1 contractors (general, building, or residential contractors); one electrical contractor; one HVAC contractor; one plumbing contractor; a member at large from the public; and any other contractor licensed category. In addition to these members, there should be two alternate members: one member with the qualifications referenced above; and one member at large from the public. As defined in Section 113.5 of the Palm Beach County Amendments to the Florida Building Code, the Board shall have the power to hear appeals of decisions and interpretations of the Building Official, and consider variances of the technical codes.

Attachments:

1. Board/Committees Applications
2. Resumes/Bios
3. Nomination Correspondence from Florida Engineering Society for Ronnie Dixon
4. CBAA Attendance Log 2018, 2019, and 2020
5. Section 113 of the Palm Beach County Amendments to the Florida Building Code, 6th Edition (2017)

=====

Recommended By:  6/10/2020

Department Director **Date**

Legal Sufficiency:  _____

Assistant County Attorney **Date**

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

Date

REVISED 06/92
ADM FORM 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): Planning, Zoning & Building (Building Division)

Board Name: Construction Board of Adjustment and Appeals Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: _____ To: _____

Seat Requirement: Engineer Seat #: 5

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Dixon Ronnie M.
Last First Middle

Occupation/Affiliation: Engineer
Owner Employee Officer

Business Name: Dixon and Associates Engineers, Inc.

Business Address: 3600 North Shore Drive

City & State West Palm Beach, Florida Zip Code: 33407

Residence Address: _____

City & State _____ Zip Code: _____

Home Phone: () Business Phone: (561) 684-1279 Ext. _____

Cell Phone: (561) 346-0855 Fax: ()

Email Address: dixeng@bellsouth.net

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
|---------------------------------|-------------------------------|--------------------------------|----------------------------|
| <u>Example: (R#XX-XX/PO XX)</u> | <u>Parks & Recreation</u> | <u>General Maintenance</u> | <u>10/01/00-09/30/2100</u> |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

X By watching the training program on the Web, DVD or VHS on 5/27/2020
 _____ By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: R. M. Dixon Printed Name: Ronnie M. Dixon Date: 5/27/20

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

Return this FORM to:
 Nicole Davis, Palm Beach County PZ&B, Building Division
 2300 North Jog Road, West Palm Beach, Florida 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name: Palm Beach County Construction Board of Appeals and Adjustments Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: June 2020 To: June 2023

Seat Requirement: _____ Seat #: _____

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: _____

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Markel Steven E
Last First Middle

Occupation/Affiliation: Mechanical Contractor

Owner Employee Officer

Business Name: Complete Environmental Solutions

Business Address: 1700 Park Lane South, STE 7

City & State: Jupiter, FL Zip Code: 33458

Residence Address: 5561 Shirley Drive

City & State: Jupiter < FL Zip Code: 33458

Home Phone: (561) 746-1458 Business Phone: (561) 747-2862 Ext. _____

Cell Phone: () Fax: ()

Email Address: Steve@CompleteEnviroSolutions.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

| <u>Contract/Transaction No.</u> | <u>Department/Division</u> | <u>Description of Services</u> | <u>Term</u> |
|---------------------------------|-------------------------------|--------------------------------|----------------------------|
| <u>Example: (R#XX-XX/PO XX)</u> | <u>Parks & Recreation</u> | <u>General Maintenance</u> | <u>10/01/00-09/30/2100</u> |

RONNIE M. DIXON

Date of Birth--April 12, 1937
Wilmington, Ohio

EDUCATION Georgia Institute of Technology
Bachelor of Civil Engineering,
Structural Option, 1960

PROFESSIONAL ORGANIZATIONS National Society of Professional Engineers
Florida Engineering Society
American Society of Civil Engineers

REGISTRATION Registered Professional Engineer, Florida
1964

EXPERIENCE 1984 to Present: Dixon & Associates
Engineers, Inc., West Palm Beach, Florida.
Representative projects are as follows:
Structural design for Seacoast Utilities
Anchorage Drive sewage pump station; Ibis
Isle water storage and repump facility and a
200' long fishing pier for the City of West
Palm Beach; two major flood control
structures for the Lake Worth Drainage
District; two flood control structures for
Becker Groves, Martin County, Florida.

Jupiter Inlet District--Designed the
reconstruction of South Jetty of Jupiter
Inlet and the bi-annual maintenance dredging
of the Jupiter Inlet.

St. Lucie County, Florida--Designed 200' long
bridge.

Estee Lauder--Designed the reconstruction of
a seawall at the Estee Lauder Estate, Palm
Beach, Florida.

1973 to 1984 Secretary and chief engineer of Robert E.
Owen and Associates, Inc. Supervised
engineering production and coordinated all
engineering and major projects. Responsible
for structural design for sewage pump
stations, water and sewage treatment plants,
industrial buildings and highway structures.

1962 to 1973 Engineer with Brockway, Owen and Anderson,
formally Brockway, Weber and Brockway
Engineers, West Palm Beach, Florida. Marine
Construction design consisted of bulkheads,
breakwaters and docks for Old Port Cove

Marina Complex and jetties and dredging for the Jupiter Inlet District. Designed 100,000 square foot warehouse and maintenance complex for Palm Beach County School Board. Designed structural system for water and sewage treatment plants for Towns of South Bay, North Palm Beach and Palm Beach County.

Designed and supervised the plans for the following highway and bridge projects:

Southwest 12th Street in Delray Beach for Palm Beach County.

North Lake Boulevard in North Palm Beach for Florida Department of Transportation.

Australian Avenue Bridge over Clear Lake, Palm Beach Lakes Boulevard Bridge over Clear Lake for City of West Palm Beach.

Okeechobee Boulevard Bridge over Clear Lake, Australian Avenue Bridge over Okeechobee Boulevard for Florida Department of Transportation.

Blue Heron Boulevard Bridge over C-17 for Palm Beach County.

El Clair Ranch Road Bridge over Canal E-2.

Nine rural roads in Okeechobee County for Florida Department of Transportation.

1960 to 1962

Engineer with the Bridge Division of the Florida State Road Department. Completed two year training program for Highway Engineers. Designed and detailed prestressed and concrete highway structures for primary and interstate highway systems including movable span bridges throughout the State of Florida. Field experience during the training program consisted of assisting the resident engineer of Bridge Construction at the 36th Street and Seventh Avenue Interchange in Miami for the purpose of construction inspection, supervision of bridge construction and bridge construction layout work. Such inspection work also performed at the LeJune Road Interchange in Miami and the Boca Ciega Causeway in Pinellas County.

IS YOUR BUSINESS LEAKING? - LEARN TO STOP THE LEAKS SIGN UP FOR A FREE WEBINAR THURSDAY FEB 23 1PM EST | Ad

Add new profile section



Steven Markel

President at Complete Environmental Solutions
Complete Environmental Solutions - Appalachian State University
West Palm Beach, Florida Area • 500+ &

Executive Management: President

Operations Management, Business Development, Program Management

Visionary Executive leader with extensive expertise in operations management, organizational enhancement, program management, sales proliferation and marketing development for both corporate and private industry. Significant history in team building with ongoing supervision and over-attainment of organizational goals. High functional ability in policy and procedure development, conflict resolution, and reduced risk exposure using innovative methodology resulting in high universal acceptance. Results driven leader able to successfully coordinate complex relationships while garnering greater broad based loyalty and buy-in by both team members and clients.

Specialties: Air System Design and Engineering, Biological Assessment of Indoor Environments, Organizational Modeling, Logistics, Lean Operations Strategy, Customer Assurance See less

Update background photo

Edit your public profile

Add profile in another language

Ads You May Be Interested In

Need Working Capital?
Speak With A SnapCap Loan Officer Today. SnapCap - A Better Way To Borrow.

Operations Executives
Supercharge your leadership sk with an MBA from top CEO Jac Welch.

6 Safety Ideas for 2017
Learn the 6 ideas shaping safel work for 2017 & share with wor teams.

13 Who's viewed your profile

0 Views of your share

See connections (500+)

Contact and Personal Info

Steven's Profile, Websites, and Email
Show more

Experience

President

Complete Environmental Solutions
Jan 2010 - Present • 7 yrs 2 mos

Following more than nine years of experience as the Director of Operations in an Air Conditioning Company with a 24 year history in the West Palm Beach and surrounding areas, Steven Markel formed Complete Environmental Solutions in 2009. Mr. Markel is a State Certified Mechanical Contractor based in Jupiter, Florida with all required licenses, insurance, and certifications required to perform Mechanical Contracting work anywhere in the State of Florida. As an authorized dealer for all major brands of Air Conditioning Equipment, we can Install, Maintain, Repair, or Service any type of system quickly with minimum interruption to lifestyle or business needs. Additionally, our phones are answered LIVE 24 hours a day, seven days a week for our clients' convenience.

Complete Environmental Solutions has extensive experience in:

- Large Multi-zone single family homes
- Single family homes
- Garden/Townhouse type apartments
- Multi-story condominium
- Light to medium commercial office and retail spaces

In July 2010 Complete Environmental Solutions acquired the assets ICE Air Conditioning, which was a value added benefit for the new organization. This acquisition allowed for an increased growth curve and quick development of a loyal clientele base. Many of these clients are still retained now, in 2017.

Complete Environmental Solutions has expanded our service offerings to now include Automatic Standby Generator Installation, Repair, and Service using industry leading products from Cummins-Onan, Kohler, and MTU.

People Also Viewed

Jennifer Holland
Executive Consultant at Rodan-Dermatologists

Denise Barry
Account Executive at Joe Gabb Associates

Rick Pierson • 3rd
Director, Banking Practice at Th Company

Tracy Friedman • 3rd
Senior Vice President

Jake Seltzer • 3rd
Owner at Heady 710 Wholesale

Sean Comfort • 3rd

Danielle Beliveau-Derion • 2
Ed.D

Ramsay Bulkeley • 3rd



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Chuck Patterson • 3rd

Construction Industry ConsultantGerson Lehman Group
Apr 2009 – Present • 7 yrs 11 mos

I perform Business, Design, and Remediation Consulting Assignments with Air Conditioning and Mechanical Contractors, Distributors, and Suppliers within the Continental United States.

See less ^

Director of OperationsWest Palm Beach A/C Contractor
Jul 2001 – Jan 2010 • 8 yrs 7 mos

Oversee all day to day operations including accounts receivable, accounts payable, budgeting, contract development, customer service, fleet maintenance and purchase, human resources, inventory control, lead generation, payroll, procurement, and scheduling of service activities. Develop and maintain marketing plans to increase customer base while being able to re-sell existing clients new services. Cultivate new areas of business and train management and staff in roles to propagate success.

See less ^

National Wellness Clinic DirectorNational Medical Practice / Corporation
Jan 1997 – Jan 2001 • 4 yrs 1 mo

Manage ongoing functions of oversight involving clinical operations with direct reports of 10 Regional Managers and overall 116 Doctors and 450+ paraprofessionals in 37 states. Forecast, analyze and administer nine million dollar (plus) budget. Conduct extensive nationwide telephone consultations & hiring in order to staff new and existing locations. Develop compelling alliances with strategic partners to enhance market capture. Assess and evaluate new market areas for potential operational locations. Maintain daily/weekly communications with Regional Managers to ensure attainment of budgetary goals while retaining high standards of quality control. Train Regional Managers and Teams utilizing "out of the box" thinking to further practice mission to help more clients. Conduct yearly educational symposiums for Regional Managers to further Practice doctrine and address common issues from the field. Solicit franchise sales to convert all existing locations practice-owned locations to privately owned franchises.

Authored a one-hundred and twenty six page training manual for Regional Managers which standardized services nationwide.
Developed Healthcare Package Program that delivered more care to each client and increased gross revenue of the division over twenty three percent.
Traveled extensively on a national basis to all clinical locations in 37 states on a rotational basis.
Received an award from all Officers and Directors of the Practice for Meritorious Service in fulfillment of Practice Ideals

See less ^

Eastern Regional Training DeveloperNational Medical Practice
Jan 1996 – Jan 1997 • 1 yr 1 mo

Responsible for indoctrination, training, and re-training of all new and existing hospitals in the eastern half of the United States. Delineate new training initiatives that medical teams used successfully to remove "barriers" of care for consumers. Instruct teams in communication skills to address and diffuse objections. Promote inter-discipline team work within hospital structure to maximize delivery of care. Identify and propagate exemplary team members for leadership positions within individual locations. Educate and gain buy in from each hospitals leadership team in overcoming "barriers" to performance.

Opened eleven new hospitals in the Eastern Seaboard Region and Great Plains States.
Assisted multiple Medical Teams in re-training and goal setting to result in a majority of those teams exceeding all previous "plan" sales goals.
Received numerous requests from Regional Directors outside of my operational area to assist with training and re-training of their medical teams.
Developed "hospital flow" model to help medical teams deliver care to more clients in a given amount of time.
Awarded promotion to National Management level with Medical Management International following achievements in this



Search



Try Premium for Free

Hospital Director

National Medical Practice
Jun 1995 – Jan 1996 • 8 mos

Facilitated the start up of two brand new hospitals in a new market for the Practice; Define scheduling parameters, identify peak service hours, delineate elective surgical schedule to maximize productivity during down time. Manage inventory and ordering of medical supplies. Assist all team members in completion of educational modules to ensure adherence to Practice Medical Policy. Work with strategic partners to maximize visibility in the store.

One of these teams won a National Medical Care Award that garnered accolades Practice-wide. Personally enrolled more clients in health plans than any other team member in Jacksonville locations in 1997

Awarded Traveling Position with Medical Management International following successes in this

See less ^

Skydiving Instructor

Master Skydiver
Jan 1988 – Jan 1990 • 2 yrs 1 mo

While attending University of Florida, I became a Master Skydiver/Instructor and taught fellow university students how to skydive.

See less ^

See fewer positions ^

Education



Appalachian State University
BS, Medicine, Biology, Chemistry
1992 – 1995



University of Florida
Associate of Science Degree, Chemistry and Business
1990 – 1992

Palm Beach College
Associate of Science, Biological Sciences
1987 – 1988

Volunteering Experience & Causes

Board Member

Watauga County Humane Society
Jun 1993 • 1 mo
Animal Welfare

For three years, I sat as a Board Member for the Watauga County Humane Society. While there, the organization cared for and placed in homes hundreds of dogs and cats, all the while continuing to gain community support and funding for a new Shelter Facility.

See less ^

Add new profile section

Featured Skills & Endorsements

Add a new skill

Team Building • 61



Maria Esch and 60 connections have given endorsements for this skill

Bradley Haniak and 53 connections have given endorsements for this



Search



Try Premium for Free

Management - 33

Bradley Haniak and 32 connections have given endorsements for this skill

View 47 more

Add new profile section

Recommendations

Ask to be recommended

Received (6)

Given (2)

Steve is what everyone hopes for in a contractor. On time, reliable, and honest. I have referred him to everyone I know. Carin Wagner



Carin Wagner Exhibiting Fine Artist March 30, 2012, Carin was a client of Steven's

I can highly recommend Steven Markel with Complete Environmental Solutions for any and all A/C service. He has replaced two complete units in my home within the last few years and he is always very professional and knowledgeable. I appreciate his honesty and his work ethic. Two thumbs up for Steve!



Brett Hawkins Partner- Chumney & Associates September 26, 2011, Brett was a client of Steven's

View 4 more recommendations

Accomplishments

1

Certification NATE Certification (North American Technical Excellence) See more

1

Project Automatic Standby Generator Installation See more

Following

CEOs of the Palm Beaches 80 members

Palm Beach Community College 14,874 followers



Appalachian State University 79,036 followers



Appalachian State University 80,450 followers

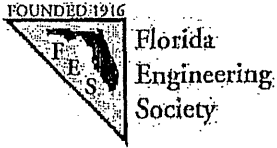


Pulse 1,449,002 followers



University of Florida 327,437 followers

See more



PALM BEACH
CHAPTER

FES supports engineering education, advocates licensure, promotes the ethical and competent practice of engineering and enhances the image and well-being of all engineers in the state of Florida.

David Cowan Jr., P. E., President
Florida Engineering Society
Palm Beach Chapter
c/ o Chen Moore and Assoc., Inc.
500 Australian Avenue South Suite 850
West Palm Beach, FL 33411

June 01, 2020

Ms. Nicole Davis

On behalf of the Building Administration

Department of Planning, Zoning & Building
Palm Beach County
2300 N. Jog Rd
West Palm Beach, FL 33411

Re: Appointment to the Construction Board of Adjustment (CBAA)
Engineer's Seat, Appointed by the Florida Engineering Society

Dear Mr. Davis

The Palm Beach Chapter of the Florida Engineering Society hereby recommends Mr. Ron Dixon, P.E., PE, for appointment to the available seat of the Construction Board of Adjustment (CBAA).

Sincerely,

6/01/2020

David Cowan Jr., P.E.

President:
David Cowan Jr., P.E.
Chen Moore and Assoc.
president@pbfes.org

Vice President:
Alejandra Schmidt, P.E.
HDR
vicepresident@pbfes.org

Treasurer:
Nick Clavelo, P.E.
Kimley-Horn
treasurer@pbfes.org

Secretary:
Maria Missena, E.I.
Scalar Consulting Group, Inc.
secretary@pbfes.org



State Director:
Fattoush Jafar, P.E., Ph.D.
Palm Beach County
statedirector@pbfes.org

Past President:
Zach Todd, P.E.
Simmons & White, Inc

CBAA MEETING ATTENDANCE
2020

| Seat | Member | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 |
|------|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1 | Rasper, Bart | C | P | P | | | | | | | | | |
| 2 | VACANT | | | | | | | | | | | | |
| 3 | Kutscher, Fred K. | C | A | A | | | | | | | | | |
| 4 | Dornblaser, Jessica | C | P | A | | | | | | | | | |
| 5 | Dixon, Ron | C | P | A | | | | | | | | | |
| 6 | Markel, Steven | C | P | P | | | | | | | | | |
| 7 | Oyola, Manuel | C | P | P | | | | | | | | | |
| 8 | Kirby, Rex | C | P | A | | | | | | | | | |
| 9 | Walden, Margie | C | P | P | | | | | | | | | |
| 10 | VACANT | | | | | | | | | | | | |
| 11 | McIntosh, Justin | C | P | P | | | | | | | | | |

P = Member in attendance
A = Member absent
C = Scheduled meeting cancelled



*Change in member status (i.e. appointment, resignation, removal or seat change)
 Vacant
 No Meeting

CBAA MEETING ATTENDANCE

2019

| Seat | Member | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 |
|------|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1 | Rasper, Bart | P | A | | | P | | | P | P | C | P | C |
| 2 | VACANT | | | | | | | | | | | | |
| 3 | Kutscher, Fred K. | A | P | P | P | A | | | P | A | C | A | C |
| 4 | Dornblaser, Jessica | | | | | | | | P | P | C | A | C |
| 5 | Dixon, Ron | P | P | P | P | A | | | P | P | C | P | C |
| 6 | Markel, Steven | A | P | P | A | P | | | P | P | C | P | C |
| 7 | Oyola, Manuel | A | A | P | P | P | | | P | P | C | P | C |
| 8 | Kirby, Rex | P | A | | | A | | | P | P | C | P | C |
| 9 | Walden, Margie | P | P | P | P | P | | | A | P | C | A | C |
| 10 | VACANT | | | | | | | | | | | | |
| 11 | McIntosh, Justin | P | P | P | P | P | | | P | P | C | A | C |

P = Member in attendance
 A = Member absent
 C = Scheduled meeting cancelled



*Change in member status (i.e. appointment, resignation, removal or seat change)
 Vacant
 No Meeting

CBAA MEETING ATTENDANCE

2018

| Seat | Member | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 |
|------|------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1 | Rasper, Bart | P | P | P | P | P | P | C | P | P | P | P | C |
| 2 | Grey, Milton | A | A | A | | | | | | | | | |
| 3 | Sullivan, Gary | P | A | A | A | | | | | | | | |
| 4 | Weiner, Marc | P | A | P | P | P | A | C | A | P | A | A | C |
| 5 | Dixon, Ron | P | P | P | P | P | P | C | P | P | A | P | C |
| 6 | Markel, Steven | P | P | P | P | P | P | C | P | P | P | P | C |
| 7 | Oyola, Manuel | P | P | A | P | P | P | C | P | A | P | P | C |
| 8 | Kirby, Rex | A | P | P | P | A | P | C | A | A | P | P | C |
| 9 | Walden, Margie | P | P | P | P | A | P | C | P | P | P | P | C |
| 10 | VACANT | | | | | | | | | | | | |
| 11 | McIntosh, Justin | P | A | P | A | P | P | C | P | A | P | P | C |

P = Member in attendance
 A = Member absent
 C = Scheduled meeting cancelled

*Change in member status (i.e. appointment, resignation, removal or seat change)
 Vacant
 No Meeting

111.7 Digital Submittal Requirements for New Construction.

111.7.1 Building Footprints. The building official is authorized to require the submittal of digital shape (CAD) files, in a specific format, depicting a geo-referenced footprint with elevation for all new structures as a condition of the issuance of a Certificate of Occupancy.

111.7.2 Subdivision Topography. The building official is authorized to require the submittal of electronic topographical data and re-delineated 100-year floodplain boundaries for all new subdivisions or lots of record for the purposes of updating and maintaining the community's flood maps.

**SECTION 112
SERVICE UTILITIES**

112.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by this code for which a permit is required, until released by the building official and a Certificate of Occupancy or Certificate of Completion is issued. The servicing utility company shall not connect the power supply until notified by the building official.

112.2 Temporary connection. The building official shall have the authority to authorize the temporary connection of the building or system to the utility source of energy, fuel or power for the purpose of testing building service systems or for use under a temporary or partial Certificate of Occupancy.

112.3 Authority to disconnect service utilities. The building official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the referenced codes and standards set forth in Section 101.4 of this code in case of emergency where necessary to eliminate an immediate hazard to life or property, unsafe condition, or when such utility connection has been made without the approval required by Section 112.1 or 112.2 of this code. The building official shall notify the serving utility, and wherever possible the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

**SECTION 113
CONSTRUCTION BOARD OF ADJUSTMENT AND APPEALS**

113.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, or to consider variances of this code, there shall be a board of appeals. The board of appeals shall be appointed by the applicable governing authority and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business.

113.2 Limitations on authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equally good or better form of construction is proposed. The board shall have no authority to waive requirements of this code.

113.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

113.4 Membership and Terms.

113.4.1 Membership. The Construction Board of Adjustment and Appeals shall consist of nine regular members plus two alternate members. Regular board members shall be composed of individuals with knowledge and experience in the technical codes to include, to the greatest extent possible, an architect, engineer, two Division I contractors (GC, BC, or RC), electrical contractor, HVAC contractor, plumbing contractor, a member at large from the public, and any other contractor licensed category. In addition to the regular members, there should be two alternate members, one member with the qualifications referenced above and one member at large from the public. A board member shall not act in a case in which he or she has a personal or financial interest.

113.4.2 Terms. The terms of office of the regular board members shall be for three (3) years and staggered so no more than one-third of the board is appointed or replaced in any 12-month period. The two alternates shall serve three-year terms. Vacancies shall be filled for an unexpired term in the manner in which original appointments are required to be made. No board member shall be appointed or re-appointed to this board for more than three (3) consecutive, three (3) year terms.

113.4.3 Quorum and voting. A simple majority of the board shall constitute a quorum. In varying any provision of this code, the affirmative votes of the majority present, but not less than three affirmative votes, shall be required. In modifying a decision of the building official, not less than four affirmative votes, but not less than a majority of the board, shall be required. In the event that regular members are unable to attend a meeting, the alternate members shall vote.

113.4.4 Secretary of board. The building official or his/her authorized representative shall act as secretary of the board and shall make a record of all of its proceedings, which shall set forth the reasons for its decision, the vote of each member, the absence of a member, and any failure of a member to vote.

113.4.5 Removal from office. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as a failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Members removed pursuant to this provision shall not continue to serve on the board and such removal shall create a vacancy.

113.5 Powers. The Construction Board of Adjustments and Appeals shall have the power, as further defined in 113.6 of this code, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes.

113.6 Appeals.

113.6.1 Decision of the building official. The owner of a building, structure or service system, or duly authorized agent, may appeal a decision of the building official to the Construction Board of Adjustment and Appeals whenever any one of the following conditions are claimed to exist:

1. The building official rejected or refused to approve the mode or manner of construction proposed to be followed or materials to be used in the installation or alteration of a building, structure or service system.
2. The provisions of this code do not apply to this specific case.
3. That an equally good or more desirable form of installation can be employed in any specific case, which the building official has rejected or refused.
4. The true intent and meaning of this code or any of the regulations hereunder have been misconstrued or incorrectly interpreted.

113.6.2 Variances. The Construction Board of Adjustments and Appeals, when upon written request, has been so appealed to and after a hearing, may vary the application of any provision of this code to any particular case when, in its opinion, the enforcement thereof would do manifest injustice and would be contrary to the spirit and purpose of this or the technical codes or public interest, and also finds all of the following:

1. That special conditions and circumstances exist which are peculiar to the building, structure or service system involved and which are not applicable to others.
2. That the special conditions and circumstances do not result from the action or inaction of the applicant.
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this code to other buildings, structures or service system.
4. That the variance granted is the minimum variance that will make possible the reasonable use of the building, structure or service system.
5. That the grant of the variance will be in harmony with the general intent and purpose of this code and will not be detrimental to the public health, safety and general welfare.

113.6.2.1 Conditions of the variance. In granting the variance, the board may prescribe a reasonable time limit within which the action for which the variance is required shall be commenced or completed or both. In addition, the board may prescribe appropriate

conditions and safeguards in conformity with this code. Violation of the conditions of a variance shall be deemed a violation of this code.

113.6.3 Notice of appeal. Notice of appeal shall be in writing and filed within 30 calendar days after the building official renders the decision. Appeals shall be in a form acceptable to the building official.

113.6.4 Unsafe or dangerous buildings or service systems. In the case of a building, structure or service system, which in the opinion of the building official, is unsafe, unsanitary or dangerous, the building official may, in the order, limit the time for such appeals to a shorter period.

113.7 Procedures of the board.

113.7.1 Rules and regulations. The board shall establish rules and regulations for its own procedure not inconsistent with the provisions of this code. The board shall meet on the second Thursday of each month, as needed, or at the call of the chairperson, subsequent to a request to call a meeting by the secretary. The board shall meet at the second regular meeting if a notice of appeal has been received fewer than 15 days before a regular meeting.

113.7.1.1 Rules of Evidence. Formal rules of evidence shall not apply, but fundamental due process should be observed and govern the proceedings. Upon determination by the chairperson, irrelevant, immaterial, or unduly repetitious evidence may be excluded, but all other evidence of a type commonly relied upon by reasonable, prudent persons in the conduct of their affairs shall be admissible, whether or not such evidence would be admissible in a trial in the courts of Florida. Any part of the evidence may be received in written form. The Board may request certain evidence from the appellant to be provided by an architect or engineer registered in the State of Florida, in which case, said evidence shall be signed, sealed, and dated.

113.7.1.2 Testimony. Any member of the Board or the attorney representing the Board may inquire of, or question, any witness before the Board. Any member of the Board, the appellant or his/her attorney, and/or the building official shall be permitted to inquire of any witness before the Board. The Board may consider testimony presented by the building official, the appellant, or any other witness.

113.7.2 Decisions. The Construction Board of Adjustment and Appeals shall, in every case, reach a decision without unreasonable or unnecessary delay. Each decision of the board shall also include the reasons for the decision. If a decision of the board reverses or modifies a refusal, order, or disallowance of the building official or varies the application of any provision of this code, the building official shall immediately take action in accordance with such decision. Every decision shall be promptly filed in writing in the office of the building official and shall be open to public inspection. A certified copy of the decision shall be sent by mail or otherwise to the appellant and a copy shall be kept in the office of the building official for two weeks after filing. Every decision of the board shall be final; subject however to such remedy as any aggrieved party might have at law or in equity.

113.8 Local Construction Regulation Board. The local government may also utilize this Board to convene as the Local Construction Regulation Board (LCRB), as provided in Florida Statute 489.113. The LCRB may deny, suspend, revoke or limit the authority of a certified contractor to obtain a building permit or permit with specific conditions, if the LCRB has found such contractor, through a public hearing, to be guilty of fraud or a willful building code violation within the county or municipality that the LCRB represents. The LCRB may also, deny, suspend, revoke or limit the authority of a certified contractor to obtain a building permit or permit with specific conditions, if it has proof through the public hearing process, that a contractor has been found guilty in another county or municipality within the past 12 months, of fraud or a willful building code violation and after providing notice of an opportunity to be heard to the contractor, finds that such fraud or violation would have been fraud or a violation if committed in the county or municipality that the LCRB represents. Notification of and information concerning such permit denial shall be submitted to the division within 15 days after the LCRB decides to deny the permit.

SECTION 114 VIOLATIONS

114.1 Unlawful acts. It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure, system, site, or equipment regulated by this code, or any other laws, ordinances, rules, or regulations; or cause same to be done, in conflict with or in violation of any of the provisions of this code. Such violation shall be a misdemeanor. Each day or portion thereof shall be considered a separate offense.

114.2 Notice of violation. The building official is authorized to serve a notice of violation or stop work order on the person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition or occupancy of a building or structure in violation of the provisions of this code, or in violation of a permit or certificate issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation. (See also Section 115 of this code.)

114.3 Prosecution of violation. If the notice of violation is not complied with promptly, the building official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

114.3.1 Nothing in this section shall prevent the County from imposing fines, liens, or seek injunctive relief, or exercising other enforcement powers as permitted by law.

114.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.